INsite v. 3.6h Release Notes

January 21, 2009

RH1O/RH2O Usage

Changes have been made to how INsite checks to see if RH1O and/or RH2O has been used appropriately. When finalizing, the RHS amounts on the Person-Centered Service Planner will be compared to the RHS services listed on the CCB. The rules are as follows:

- If the Service Planner shows RHS at 35 hours per week or less, the CCB should include RH1O for that time period.
- If the Service Planner shows RHS at 36 hours per week or more, the CCB should include RH2O for that time period.
- RH1O and RH2O cannot overlap on the CCB. If the consumer changes RHS levels during the time frame of the CCB, separate Service Planners must exist with dates that correspond to the RHS-level changes.
  - Example: CCB covers 1/1/2009 – 12/31/2009
    - RHS is used 15 hrs/week January – June
    - RHS is used 40 hrs/week July – September
    - RHS is used 20 hrs/week October – December
    - There should be 3 Service Planners (1/1/09 – 6/30/09, 7/1/09 – 9/30/09, and 10/1/09 – 12/31/09).
    - The CCB will contain RH1O 1/1/09 – 6/30/09 & 10/1/09 – 12/31/09
    - The CCB will contain RH20 7/1/09 – 9/30/09
- The green $ will use the rules listed above when populating the CCB from the Person-Center Service Planner.
- The maximum monthly units allowed for RH1O is 175 (140 for February).
- If the monthly units fall between 140 and 175, a message will appear stating that there are months that have units that fall within a 'grey area'. You will need to confirm that the correct level of RHS is used.

View RDT Allocations (Black Box )

The 'Black Box' pictured above can now be found on the CCB\Waiver tab. Click to view the consumer's RDT allocation history.

- Choose the 'Load the Budget/ICAP Detailed-History module and then click Continue'.

- You will see separate tabs for:
    - Budget Allocations
    - ICAP History
    - Other Criteria History (Includes Residential Setting info, Day Program info, etc.) The OASIS addendum info will be available to view here in the future but is not available currently.
    - PDF Notices (to view notices sent out regarding the consumer's allocation)
- Each tab has a drop down list to select a date in order to view an older entry. The newest entry is the default and then the others are listed in newest to oldest order.
- You can use the Maximize button in the top right-hand corner to view full-screen.
- The font-size can be increased/decreased by using the font-size adjuster located below the consumer's RID number.

CCB Comments

For A&D and TBI waivers, the "Other Comments Regarding CCB" comment area on the Narrative tab of the CCB will only be available to enter comments when a Request for Additional Information has been made by the Waiver Specialist. When the CCB is first created, the "Other Comments" are not required and in fact, should NOT be entered. If the Waiver Specialist requests additional information, then the "Other Comments" area will be the only comment area available (except the High Cost Comments and the individual service comments). All comments related to the Request for Additional Information should be made in the "Other Comments" area on the Narrative tab.

To Be Announced Allowed on Initial CCBs

For A&D and TBI waivers, the TBA provider will be available on Initial CCBs for certain services. Those services are ATTC, AFC, AL, ADS, HMK, RNUR, and RHHA. The TBA provider must be changed to an actual provider when the start date is confirmed. Please note that this feature will not be fully implemented until January 30, 2009 in order to give everyone time to apply the patches. It is dependent upon being updated to version 3.6h and supporting data sent out by the State.

Paid Claims

A spreadsheet option has been added to the paid claim Detail and Summary reports.